

STUDENTS

09.36 AP.21

School-Related Student Trip Request Form

SUBMIT THIS FORM ONE WEEK PRIOR TO THE NEXT REGULAR BOARD MEETING.

SCHOOL PHS FACULTY MEMBER(S) SPONSORING TRIP _____

TYPE OF TRIP (CHECK ONE):

☐ Classroom Field Trip ☐ Class Trip (i.e., junior, senior), specify _____☒ Organization/Club Trip, specify FBLA ☐ Other (athletic, band, if applicable) _____DESTINATION Atlanta, GA ADDRESS FBLA Nationals PHONE (606) 205-3756☒ Out of State ☐ Out of County ☐ Within County☒ Overnight; give name, address, phone of lodging Atlanta Marriott Marquis
(404) 521-0000 265 Peachtree Center Ave. NE, Atlanta GADATE(S) OF TRIP 6/29/16 - 7/3/16 DEPARTURE TIME 8:00 AM RETURN TIME 18:00 A.M. to destinationPURPOSE/EDUCATIONAL VALUE FBLA NationalsSOURCE OF FUNDING FOR TRIP FBLA and Students

NO STUDENT SHALL BE DENIED THE TRIP BECAUSE OF AN INABILITY TO PAY.

BILL TRIP EXPENSES TO: ☒ SPONSORING ORGANIZATION ☐ SCHOOL COUNCIL ☐ BOARD ☐ OTHER, SPECIFY _____NUMBER OF: STUDENTS 12 FACULTY SPONSORS 1 OTHER CHAPERONES _____TOTAL # OF PARTICIPANTS 13

MODE OF TRANSPORTATION

IS DISTRICT TRANSPORTATION NEEDED? ☐ NO ☐ YES, SEE PROCEDURE 09.36 AP.212.☐ CERTIFICATED COMMON CARRIER; SPECIFY _____☐ PRIVATE VEHICLE, IF ALLOWED BY POLICY; SPECIFY DRIVER(S) _____

SUPERVISION (ATTACH LIST OF NAMES OF ADULTS ACCOMPANYING STUDENTS ON TRIP.)

Have all chaperones undergone the required records check and been designated by the principal/designee to supervise students? ☐ Yes ☐ NoMary Anne Pette
Signature of Faculty Sponsor5/3/16
DateTrip has been ☐ approved ☐ disapproved. Reason for disapproval _____[Signature] 5-4-16
Signature of Superintendent/Designee_____
Date

For overnight and/or out-of-state trips, approval of the Superintendent and/or Board may be required by policy 09.36.

RELATED PROCEDURES:

09.36 AP.211, 09.36 AP.212, 09.36 AP.22, 09.36 AP.23

Review/Revised: 8/20/01